



## **State Certification in Kentucky**

Agents and Assistors of all types must be certified by Kentucky's State Based Marketplace on the Federal Platform (SBM- FP) to operate as an Agent or Assister in Kentucky.

To become certified you must successfully complete all required training according to your role.

### **Required Training**

#### **▪ FFM Training**

- All participants, both Agents and Assistors must complete the FFM Training for their role.
  - [Click here for Agent Training](#)
  - [Click here for Assister Training](#)

**FFM Training requires annual recertification**

After you have completed FFM training, the system will generate a completion certificate. [Click here for instructions on printing your FFM training completion certificate.](#)

**You must save or print a copy of your certificate and send it to [KHBE.kynect@ky.gov](mailto:KHBE.kynect@ky.gov).**

#### **▪ KHBE Medicaid Training**

- Agents who wish to assist Medicaid applicants or households with both QHP and Medicaid eligible individuals must complete the KHBE Medicaid training.
  - You must request access to KHBE Medicaid training by emailing your request with your name and agency to [khbe.kynect@ky.gov](mailto:khbe.kynect@ky.gov)
- All Assistors must complete KHBE Medicaid training.
  - You must request access to KHBE Medicaid training by sending an email to [khbe.kynect@ky.gov](mailto:khbe.kynect@ky.gov) with your name, agency, and start date.

After you have completed the KHBE Medicaid training, you may request a certificate of completion.

**KHBE does not require annual recertification**

The Kentucky Health Benefit Exchange (KHBE) is required to maintain all certifications for Agents and Assistors.

KHBE must have proof of certification(s) for an Agent or Assister to be included in the Find Agent or Assister search function for the state of Kentucky.

Send all certificates to the following:

Email: [khbe.kynect@ky.gov](mailto:khbe.kynect@ky.gov)

Fax: 502-573-2090 Attn. Agent/Assister Certification

Mail: KOHBIE  
Attn: Agent/Assister Certification 8  
Mill Creek Park  
Frankfort, KY 40601